



## Caltrans Statewide Small Business Council Meeting Minutes – January 18, 2008

Caltrans District 11, Headquarters Office  
4050 Taylor Street  
San Diego, CA  
Telephone: (619) 220-7343

### Statewide Council Members Present

Borroel, Diana	SACHCC
Chaudhary, Arvin	CELSOC
Garcia, Rodrigo	SHPE
Golliet, Gene	SDVOB
Guerrero, Paul	CAL-SBE
Hou, Johnathan	ABA
Hunsaker, Debbie	GFACC
Johnson, Bernard	BCA
Jordan, Fred	SFBCC
Lau, Eddy	AAAE, SFO
Lee, Jeffrey "Jackson"	AIAI
Llewellyn, Rebecca	WCOE
Martinez, Tim	SJHCC (Alternate)
McGlover, Stephan	CCCC
Patten, Ezekiel	BBA
Ramirez, Frank,	TAG (Alternate)
Yang, William	AAAE, Southern CA

### Caltrans Staff Present

Bergmann, Peg	Civil Rights
Blampied, Nigel	Design
Carrington, Christine	District 11
DeWatney, Bonnie	Civil Rights
Edwards, Cathleen	Civil Rights
Effinger, Robert	Construction
Einhorn, Joanne	District 11
Failing, Doug	District 7
Fonseca, Olivia	Civil Rights
Harrison, Marcella	Civil Rights
Hernandez, America	District 11
Jackson, Otis	District 7
Jeffries, Carol	District 11
Padilla, Robert	Civil Rights
Richardson, Nellie	District 11
Robertson, Deborah	District 7
Rodriguez, Maria	Civil Rights
Salais, Janice	Civil Rights
Sartipi, Bijan	District 4
Schaffer, Janet	District 11
Smelser, Jan	DPAC

### Guests

Altaha, Ali	AACC
Barnum, Brad	AGC
Belber, Mauricio	SDCHC
Castaneda, Robert	Castaneda Communications
Dia, Gil	
Dia, Roni	
Fernandez, Raul	
Fisher, Rachael	
Friedman, Candace	ACME Safety & Supply Co.
Gunnar, Schalin	Contracting Opportunities Center
James, John	NAMCSC
Oliver, Mike	Commtech Systems
Roessler, Michael	CCCCO/EWDP
Sultan, Motlsen	
Tirwey, Joel	

## **WELCOME/INTRODUCTIONS/OPENING REMARKS**

### **Chair Fonseca**

The Chair welcomed all and thanked California Department of Transportation (Caltrans) District 11 staff and Council members for planning and hosting the awards, luncheon and the January 18, 2008, Statewide Small Business Council (SBC) Meeting. Director Kempton, Chief Deputy Director Iwasaki, and District 11 Director Orso-Delgado, were unable to attend the January meeting. Chair Fonseca announced on December 6, 2007, Caltrans recorded over \$11 billion in construction. The Governor announced his 2008/09 proposed State budget; for now, Caltrans was spared budget cuts. Chair Fonseca mentioned that in past few months three Caltrans members were killed on duty. Director Kempton is saddened by the losses and recognizes that we have to improve our safety measures. One such measure is the proposed new policy on communication devices; the policy will require that no communication devices—cell phones—are to be used on construction worksites. There will be additional changes from the Director in the next few months to ensure safety.

### **District 7, Doug Failing, District Director and District 4, Bijan Sartipi, District Director**

The Governor's Budget proposes to fully fund the Proposition 42 transfer of \$1.485 billion in gasoline sales tax revenue and also includes the Proposition 1A loan repayment of \$83 million. Proposition 42 funds will be distributed based upon the statutory formula of 20 percent for public transportation and mass transit; 40 percent for transit capital improvements and 20 percent each to cities and counties for local streets and roads maintenance. The Governor's proposed budget includes nearly \$1.7 billion in additional local funding for transit and local streets and roads from Proposition 1B bond appropriations and sales tax revenues on motor vehicles fuels. Caltrans is ready to contract out the projects upon approval of the 2008/09 State budget.

### **District 11, America Hernandez**

Cal Mentor-Protégé Program (MPP) – District 11 recently awarded seven new Architectural & Engineering (A&E) contracts; six have MPP participation. Eighteen mentor partnerships participated in the A&E contract interviews. Seven MPP participants were successfully awarded contracts, a combination of primary consultants and sub-consultants. There will be an A&E event in March 2008; flyers will be out soon.

### **ITEM 1 – Meeting Minutes - November 16, 2007**

Motion: Councilmember Johnathan Hou

Second: Councilmember Ezekiel Patten

Approved by consensus.

### **ITEM 2 – District Updates**

#### **District 7, Deborah Robertson and Otis Jackson**

The Small Business Development Center (SBDC), El Camino College, has helped and continues to help with outreaches using email blasts, which are working quite well. A Procurement Fair is being planned for April 2008. District 7 continues to look for methods to increase small business (SB) and disadvantaged business enterprise (DBE) participation. Last report shows the District has awarded 40 percent of the Minor B and emergency contracts to SBs. The District held a mandatory pre-bid.

SB attendance was low; the District is trying to determine why attendance was low, it may be because the local governments have a lot of projects as well and businesses are busy. Great turn out at the Minority Enterprise Development (MED) Week, there were 55 attendees. The MED Week event will take place on February 19, 2008, with the City of Los Angeles; local SBDCs will present workshops on the certification process.

#### **District 4, Bijan Sartipi, District Director**

- There are two emergency bids valued at \$2.7 million; 100 percent is available to SBs.
- Six minor businesses were identified for simplified process over \$560 thousand.
- A&E contract information as of January 2008: Disabled Veteran Business Enterprise (DVBE)/6 percent, DBE/10 percent; SB/72 percent; actual expenditures.
- The Procurement Fair was held on October 24, 2007; \$477 thousand worth of goods was purchased.
- Plans are in progress for the next contractor outreach for the 5<sup>th</sup> Avenue Seismic project scheduled for February 14, 2008.
- Two major projects will be closing and will be off the books: Benicia-Martinez Bridge and the Skyway project.

#### **District 11, Joanne Einhorn**

A&E Networking Fair flyer included in meeting package; the prospective date is March 26, 2008.

#### **District 3 and Civil Rights Headquarters, Chair Fonseca**

Chair Fonseca - Caltrans Headquarters and District 3 (Marysville) will host a Procurement Fair on January 22, 2008. The registration is low at this time; it may be that vendors in the area expect this event to be a presentation. However, it is anticipated that vendors who attend will share with others that the Fair was really a selling event; thus, it is expected that more vendors will attend the next Procurement Fair. A flyer was provided in the SBC meeting packet.

#### **ITEM 3 – Statewide Committee Reports**

Chair Fonseca thanked all the members for their dedication and commitment as SBC members. She observed, as she attended each Committee meeting, that there is a theme this year, and that is “Email Blasts”. Each Committee has an action item for Caltrans to use more email blasts as a method to share information.

All Committees met and closed out some of the 2007 Action Items and identified several 2008 Action Items. Refer to the Committee Action Item listing handout for the updates.

#### **ITEM 4 – Public Comment/Good of the Order**

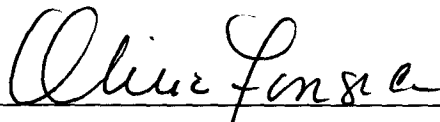
1. 2008 Travel Expense Claim (TEC) packets including 2008 forms and TEC instruction were distributed to the primary SBC members.
2. Assembly Bill 761 and Caltrans implementation activities were explained.
3. A request was made to have District 6 (Fresno) and 10 (Stockton) staff attend the Statewide SBC meetings.

4. Senate Bill 115 (incentives for DVBEs) and how Caltrans is implementing the requirement was explained. Chair Fonseca announced that Caltrans will set a five percent DVBE goal on state-funded contracts for the remainder of the fiscal year.
5. An update on the *Disadvantaged Business Enterprise Availability and Disparity Study* submittal was provided. The goal and methodology was delivered to the Federal Highway Administration; Director Kempton has asked for a quick turnaround.

**Meeting adjourned:** 11:30 a.m.

**Next meeting:** Friday, February 15, 2008  
Caltrans, Civil Rights  
1823 14<sup>th</sup> Street, Room 207  
Sacramento, CA

**Approved by:**

  
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OLIVIA FONSECA  
Deputy Director, Civil Rights  
California Department of Transportation